

**\*\* DRAFT \*\***

**Minutes of the Southeast PTO  
June 7, 2004**

**CALL TO ORDER:** 7:00pm

**IN ATTENDANCE:** Norma Fisher-Doiron, Joan Pinney, Kim O'Keefe, Dawn Rawlinson, Monique Brown, Jean Phillips, Linda Sydie, Edmond Chibeau, Irene Sheehan, Sue Charron, Stacey Fulton, Jen Oliver

**TREASURER'S REPORT:** April and May reports were passed out for review, with certain items highlighted. The April report was discussed. Motion: Joan. 2nd: Ed. Vote: all in favor. The May report was discussed. Playscape totals were forthcoming, but a motion was made by Jean to transfer \$2,000 from the PTO balance to the playscape fund to bring the total money raised up to 16K. After discussion, Jean withdrew this motion and motioned to transfer \$3,000 to the playscape fund 2nd by Stacey. Vote: all in favor. A note was made that enrichment activities are planned for next year but there is a possibility of some left over money that could be given to the playscape fund.

**SECRETARY'S REPORT:** Monique covered for Margie taking notes. Minutes were passed out for review. Thank you notes, including those from the first and second grade students, were passed out for review.

**PRINCIPAL'S REPORT:** Norma noted upcoming events and passed out the June calendar.

Norma updated the class assignments for next year:

K	14/15	Pat O'Connell Buckley
1	14/14/14	Monique Brown, Cheryl Hathway, Erika LaBella
2	17/17/17	Sue Kamienski, Mickey Maheu, TBD
3	14/14/14	Ellen Goldberg, Jamie Hendricks, Lisa Cackowski
4	21/21	Beth Latino, Chuck Warinsky

Southeast is currently interviewing for a one-year position to cover Joanne Roy, who is out on child-rearing leave. The new hire will either be in 2<sup>nd</sup> or 3<sup>rd</sup> grade. Norma expects to have a decision by the end of next week so that all students will know their teacher for next year. If the decision is later, students will be notified over the summer.

Norma also addressed the larger class sizes in 4<sup>th</sup> grade. The numbers are in line with class sizes in the two other elementary schools. None-the-less, Laura Stewart and Sue Irvine will be teaching during Language Arts and Math blocks (respectively) to reduce the class size during those key instructional times of the day. Enrichment and academic support will continue as usual, as will Instructional Assistant support.

Lastly, Norma wanted to extend a "Thank you" to all the parents and volunteers who have helped out this year.

**TEACHER'S REPORT:** Tabled until fall meeting

**OLD BUSINESS:**

Grandparents Day: Linda and Kim reported that approximately 225 guests attended. There were some suggestions for improvement next year but overall, it was a success. A special "Thank You" to the superintendent, Gordon Schimmel, for directing traffic.

Muffin for Moms: Sue reported that it was well attended. The dad's were particularly efficient during cleanup time. Both Donuts for Dad and this event are planned for next year.

Sock Hop: Stacey reported that it was fun, well decorated, but poorly attended. Looking to change the date to a different time of year, possibly during the winter.

Election Day: Jean reported that the town seemed receptive to her concerns about elections being held at Southeast. For the fall, the parking and the entry/exit doors will be changed on Election Day. Gordon is looking into the possibility of changing a Common Curriculum Day to Election Day in future years.

Playscape: Kim and Norma passed around the plans for the new playscape for review. The town is matching the money we have earned. Assembly is planned for August. Betsy Parker will be assembling a team to put it up. The town will take the old playscape down and ready the surface for the new one. It will have two slides, handicap accessibility, and a toddler area. A fitness area is planned for later in phase I. A copy of the plan will be in the office for review.

#### **NEW BUSINESS:**

PTO meeting schedule: A schedule for next year's PTO meetings were scheduled as follows:

Sep. 13	Feb. 7
Oct. 4	Mar. 7
Nov. 1	Apr. 4
Dec. 6	May 2
Jan. 3	June 6

The majority of the meetings are on the first Monday of the month.

School Fair: Wendy Hamlin will be organizing the event again next year. Someone will shadow her this year so they can take over the following year. Finances will be broken down to analyze which portions of the event are the better "money-makers".

Book Bags: After discussion, it was decided that we will let Pat O'Connell Buckley decide what to order for the Kindergarten class next year, including changing from book bags to another item.

Planning: Major fundraisers will retain the chairs from this year:

Book Fair: Stacey and Julianna Barrett  
Bulbs: Irene Sheehan  
Carnival: Wendy Hamlin  
Class Pictures: Irene Sheehan  
Cookie Dough: Joan Pinney  
Ice Cream Social: Joan Pinney  
Wrapping Paper: Barbara Vaughn

A letter was proposed by Sue. It would be one that would go out to parents at the beginning of the year to solicit general help on an ad-hoc basis, throughout the year.

Bring a Friend: Kim proposed that all current members bring another person with them to the first fall PTO meeting to expand the number of participants.

Open Forum: Sue proposed that there be an opportunity for parents to voice issues during PTO meetings. After much discussion, this was tabled.

Tag Sale: Preliminary profit = \$785.77

Teacher Appreciation luncheon: Jean will organize food for the 22<sup>nd</sup>.

**MEETING ADJOURNED: 8:23PM**  
**RESPECTFULLY SUBMITTED BY: Monique M. Brown 6/9/04**  
**NEXT MEETING: Sept 13**